

LANDSCAPE PLAN

APPLICATION FORM AND SUBMITTAL CHECKLIST

Building Permit #: _____ Date of Filing: _____

APPLICANT: _____ AGENT: _____

Address: _____ Address: _____

City State Zip Code

City State Zip Code

Telephone: _____ Telephone: _____

Checklist

The following checklist is for all landscape plans to be submitted to Central Inspection for construction permits.

- ☐ *Plan is drawn to **scale** with **north arrow** and the **scale noted on the plan**. Recommended scale is 1"=20'. A scale of 1"=10' or 1/8"=1' is also acceptable:*
- ☐ *All **existing** and **proposed structures** and **parking lots** are shown:*
- ☐ ***Lot dimensions** are shown:*
- ☐ *All **utility** and **drainage easements** are shown:*
- ☐ ***Legal description** and **address** (if known) of the site is included on the Plan:*
- ☐ *A **list** of all proposed plant materials with **quantities**, **botanical names**, **common names**, and **sizes at installation** is provided:*
- ☐ *A **statement of how plants are to be watered** is included. If an automatic irrigation system is proposed, there is a statement about providing a moisture-sensing device or a rain shut-off switch:*
- ☐ ***Number of parking stalls** is shown:*
- ☐ ***Calculations** of **required** **landscaped street yard**, **parking lot trees**, and perimeter **buffers** are included. The amounts actually **provided** are also included:*
- ☐ *Other requirements: **CUPs, PUDs, Conditional Uses, Protective-Overlay***

Submit Landscape Plans with full submittals to Central Inspection, **but** designate plans for landscape review **OR** submit plans separately to MAPD, 455 N Main, 10th Floor, City Hall.

Copies to submit: normal-4; CUP or PUD-8; Conditional Use or Protective Overlay- 6